

S A M P L E

STATE OF WISCONSIN, CIRCUIT COURT, MILWAUKEE COUNTY

For Official Use

Plaintiff(s) (Name and Address):

(NAME AND ADDRESS FROM SUMMONS)

**Motion to Reopen
Small Claims Judgment
and Order**

-VS-

Defendant(s) (Name and Address):

(NAME AND ADDRESS FROM SUMMONS)

Case No. SC

1. I am the: ☐ plaintiff and my case was dismissed because of my failure to appear for a court proceeding.
☐ defendant and default judgment was entered against me.

2. This matter should be reopened because:

- ☐ judgment was entered against me or my case was dismissed because of my failure to appear for a scheduled court proceeding. My failure was the result of: *(Check all that apply.)*

☐ a mistake. ☐ inadvertence. ☐ excusable neglect.

The circumstances that justify my belief that my failure to appear should be excused by the court are:
(Explain why you missed your court date)

If the case were reopened I would prevail because: (Explain why you disagree with the other party and why you think you would win the case.)

[Motions for failure to appear must be brought within six months of entry of judgment.]

- ☐ venue (the county where the case should be heard) for this matter was improper under §799.11, Wisconsin Statutes, because: (If your case was heard in the wrong county, state here which is the correct county and why you believe that to be the correct place for trial.)

[Venue motions must be brought within one year of entry of judgment.]

Signature

Name Printed or Typed

THE COURT ORDERS THAT:

- ☐ Motion denied for failure to: ☐ meet statutory requirements.
☐ establish mistake, inadvertence, or excusable neglect.
☐ demonstrate reasonable prospect of success on the merits.

- ☐ A hearing on the motion shall be held on _____ at _____

in Courtroom 409, Courthouse, 901 N. 9th St., Milwaukee, WI

If you need help in this matter because of a disability, please call:

414-454-9489

BY THE COURT:

Circuit Court Judge

Name Printed or Typed

Date

Distribution:

1. Original - Court
 2. Parties